

**PROCEEDINGS**

**OF THE**

**BOARD OF EDUCATION**

**OF THE**

**STATE OF ILLINOIS**

---

**At a Regular Meeting Held at Normal**  
**December 17, 1913**



SPRINGFIELD, ILL.  
ILLINOIS STATE JOURNAL CO., STATE PRINTERS  
1914

## BOARD OF EDUCATION OF THE STATE OF ILLINOIS

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### STANDING COMMITTEES

#### AUDITING AND FINANCE

WALL, BRUMMERSTEDT, SMITH

#### BUILDING AND GROUNDS

STITT, HUGHES, AMSLER

#### COURSE OF INSTRUCTION

ECHOLS, MUNDELL, SMITH

#### TEACHERS AND SALARIES

BROWN, BLAIR, DOOLIN

#### PRACTICE DEPARTMENT

DOOLIN, ECHOLS, OAKES

#### LIBRARY AND MUSEUM

KIMBROUGH, HOFF, OAKES

#### AGRICULTURAL DEPARTMENT

HUGHES, HOFF, MUNDELL



## ORDER OF BUSINESS

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1. Reading, amending and adopting minutes
2. Election of officers
3. Report of president of Normal University
4. Treasurer's report
5. Report of special committees
6. Report of standing committees, in order
7. Communications
8. Motions and resolutions
9. Unfinished business
10. General business

## THE CALENDAR

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Winter Term.—December 1, 1913, to March 6, 1914

Spring Vacation.—March 7, 1914, to March 16, 1914

Spring Term.—March 16, 1914, to June 4, 1914

Late Spring Term.—April 27, 1914, to June 4, 1914

First Summer Term.—June 8, 1914, to July 17, 1914

Second Summer Term.—July 20, 1914, to August 26, 1914

Fall Term (1914-1915).—Begins September 14, 1914

Annual Meeting of State Board of Education.—Wednesday, June 3,

1914



# PROCEEDINGS OF THE BOARD OF EDUCATION OF THE STATE OF ILLINOIS

## REGULAR MEETING

NORMAL, ILL., December 17, 1913.

The Board of Education met in the office of the president of the Normal University at 9:00 o'clock A.M.

Present: Messrs. Amsler, Blair, Brown, Capen, Echols, Hoff, Hughes, Kimbrough, Mundell, Smith, Stitt, and Wall.

The minutes of the special meeting of April 23, 1913, and the regular meeting of June 4, 1913, were approved as printed.

The president of the University presented the following semi-annual report and the various items were referred to the various committees:

### PRESIDENT'S REPORT

*To the Board of Education of the State of Illinois.*

MR. PRESIDENT AND MEMBERS OF THE BOARD: I have the honor to submit to you the following report of the work of the Illinois State Normal University for the half year ending December 20, 1913.

### STATISTICS OF ATTENDANCE

During the year ending August 13, 1913, the total enrollment of students in the normal and high school departments was 2,288. Of these 1,914 are pledged to teach in the schools of Illinois. The enrollment was 115 less than last year.

Thirteen students from other states and 118 others who did not take the pledge to teach were admitted upon the payment of tuition, most of the latter in the high school.

One hundred ninety-four were holders of township scholarships; of these 79 were in the high school, 115 in the normal department. Twenty-two other students in the ninth grade were admitted to free tuition. Ninety-two Illinois counties and seventeen other states were represented.

The attendance of the model school was 453, making a grand total of 2,741.

The attendance in the Teachers College, normal, and high school departments for the three terms since your last meeting is as follows:

Term	Men	Women	Total
First summer term, 1913.....	272	1,342	1,614
Second summer term, 1913.....	122	224	346
Fall term, 1913 .....	229	532	761

Of the 761 students attending the fall term 75 were enrolled in the Teachers College, 487 as normal students, 199 as high school students. The attendance in the three departments is five less than last year.

The following table exhibits the attendance in the normal school and Teachers College for the year ending August 31, 1913. The university high school and model school are not included:

Adams .....	26	Jersey .....	9	Sangamon .....	78
Alexander .....	2	JoDavieess .....	3	Schuyler .....	4
Bond .....	3	Kane .....	2	Scott .....	7
Boone .....	1	Kankakee .....	31	Shelby .....	1
Brown .....	18	Knox .....	15	Stark .....	9
Bureau .....	28	Lake .....	11	St. Clair .....	45
Calhoun .....	12	LaSalle .....	30	Stephenson .....	13
Carroll .....	4	Lawrence .....	38	Tazewell .....	63
Cass .....	16	Lee .....	7	Vermillion .....	61
Champaign .....	35	Livingston .....	59	Wabash .....	10
Christian .....	29	Logan .....	41	Warren .....	8
Clay .....	3	Macon .....	61	Washington .....	3
Clinton .....	16	Macoupin .....	109	Wayne .....	12
Coles .....	3	Madison .....	47	White .....	5
Cook .....	8	Marion .....	32	Whiteside .....	5
Crawford .....	7	Marshall .....	39	Will .....	15
Cumberland .....	7	Mason .....	27	Williamson .....	2
DeWitt .....	51	Massac .....	1	Winnebago .....	1
Douglas .....	3	McLean .....	411	Woodford .....	84
Edgar .....	10	Menard .....	15	Arkansas .....	1
Edwards .....	1	Mercer .....	2	California .....	2
Effingham .....	7	Monroe .....	2	Colorado .....	1
Fayette .....	5	Montgomery .....	19	Indiana .....	2
Ford .....	50	Morgan .....	23	Iowa .....	3
Franklin .....	6	Moultrie .....	5	Kansas .....	3
Fulton .....	14	Ogle .....	2	Michigan .....	2
Gallatin .....	4	Peoria .....	98	Missouri .....	7
Greene .....	31	Perry .....	1	Nebraska .....	1
Grundy .....	33	Platt .....	58	New Jersey .....	1
Hamilton .....	6	Pike .....	41	New York .....	1
Hancock .....	8	Pope .....	4	North Dakota .....	2
Henderson .....	9	Putnam .....	8	Oklahoma .....	1
Henry .....	15	Randolph .....	4	Pennsylvania .....	1
Iroquois .....	55	Richland .....	22	South Dakota .....	1
Jackson .....	4	Rock Island .....	7	Texas .....	1
Jasper .....	8	Saline .....	4	Wisconsin .....	3
Jefferson .....	3				

New students were admitted during the fall term as follows:

Students	Normal	High School	Total
Men .....	54	36	90
Women .....	245	41	286
Total .....	299	77	376

Of these 4 are college graduates, 155 graduates of high schools with four-year courses, 35 are graduates of high schools having three-year courses, 26 others have had two years or more of high-school work. Ninety-eight are experienced teachers. Twenty-two are holders of township scholarships.

#### THE UNIVERSITY HIGH SCHOOL

The attendance upon the University High School is at present

Fourth-year students .....	30
Third-year students .....	40
Second-year students .....	63
First-year students .....	68
Total .....	201

Thirty-five classes are taught by student-teachers, 6 by the paid high school teachers, 14 by members of the normal school faculty. Two hundred thirty-one desks have been purchased for the high school room, and this num-



ber marks the proper limit of attendance until the enrollment in the Teachers College becomes far greater than at present.

#### THE ELEMENTARY TRAINING SCHOOL

The enrollment in the eight grades of the Elementary School is 348, in the kindergarten 63, a notable increase over any preceding year. The seating of the rooms makes 42 pupils a proper limit in the upper grades; 48 in the lower grades, 60 in the kindergarten. This limit has been reached, and a waiting list established, in the kindergarten and four grades during the fall term.

#### THE COUNTRY SCHOOL DEPARTMENT

The directors of the Walker School have employed Miss Eula Atkinson of Montgomery, Ala., as their teacher for the year. Miss Atkinson is a graduate of the Montgomery High School, of the State Normal School at Florence, Ala., and has spent a year in the Teachers College of Columbia University, N. Y. Since 1910, she has served one year as a training teacher in the State Normal School at Jacksonville, Ala., two years as rural supervisor under the Peabody Fund in Calhoun County, Ala. Our program has been so arranged that the advanced pupils in this department have been free to visit the Walker School. The entire class has made nine visits to the school for purposes of observation.

Miss Carney is in constant demand as a speaker before farmers and teachers institutes and similar gatherings in this and other states. For the present year her program is so arranged that she is free to accept these invitations during the winter term, but will meet her classes daily during the fall, spring, and first summer terms.

The enrollment in this department during the fall term was 57.

#### THE SUMMER SCHOOL

The attendance in 1913, included 1,800 different students, a falling off of 41 from the attendance of 1912. Outside of Macoupin County, where unusual conditions in 1912 sent 190 students to our summer school, the gain was 54. The staff of instructors was 3 larger than in 1912, and the work was so distributed among them that there were no crowded conditions outside of a few classes in botany, zoology, chemistry, and physics, where the enrollment proved unexpectedly large. With the enlarged quarters available for the summer of 1914, we shall be able to provide class rooms, laboratories, and instructors for a larger attendance. It is recommended that the Committee on Teachers and Salaries be authorized to employ the additional instructors needed for the summer of 1914.

#### THE HOUSING OF STUDENTS

At all the Normal Schools in the Middle West the proper housing of students is a question of increasing difficulty. We must secure for our students in private homes modern furnishings, good board, and judicious oversight at reasonable cost. The families in Normal who have long rented rooms to students usually co-operate with us cordially. But the large attendance of the summer term brings into use hundreds of rooms not ordinarily rented. Often three or four students are crowded into the same room. Scarcity prices prevail and the high prices established in summer tend to carry over into the fall and winter terms. A careful census of the school shows that the average cost of board and room where students room alone is \$4.82, 60 cents higher than two years ago. Where students live two in a room the average cost is \$4.69, 68 cents higher than two years ago. This condition is affecting our attendance. The number of normal-school students living with parents has increased 33 per cent, those doing "light housekeeping" 86 per cent, while the number paying for board and room has diminished 14 per cent. In several cases I have known of students leaving us because

of the lower cost of board and room at other state normal schools. At the present time the average cost of board and rooms in Normal is 69 cents higher per week than at Charleston, 119 cents higher than at Carbondale, 44 cents higher than at Macomb and 6 cents lower than at DeKalb. It should be noted that at the first two of these dormitories are in full operation, furnishing room and board for \$4.00 per week. In Wisconsin the average cost of board and room at the eight state normal schools is \$3.96—73 cents less than at this institution.

#### THE FACULTY

At your June meeting you authorized your Committee on Teachers and Salaries to fill all vacancies and to employ new teachers for the new positions subject to the approval of the board. Under this authority the following teachers have been employed:

1. Herman Henry Schroeder as Professor of School Administration, at a salary of \$2,200 for 42 weeks. Mr. Schroeder is a graduate of Cornell College, Iowa, has taught eight years in the public schools of Iowa, and eleven years in the State Normal School at Whitewater, Wisconsin. With us he will teach School Management, School Administration, the History and Principles of Education.

2. Miss Janet Grace Cation, of Peoria, as Director of Domestic Art at a salary of \$1,400 for 42 weeks. Miss Cation is a graduate of the Peoria High School and of Bradley Polytechnic Institute. She has taught Home Economics for six years. For the past four years she has been head teacher of this subject in the public schools of Rockford, Ill.

3. Miss Julia Luella Burkhard, of Evanston, as Assistant Teacher of Music at a salary of \$1,200 for 42 weeks. Miss Burkhard is a graduate of the School of Music of Northwestern University and has taught vocal music for nine years.

4. Miss Marie Etta Clendenin, of Springfield, as Assistant in Physical Education for Women at a salary of \$1,000 for 42 weeks. Miss Clendenin is a graduate of the Springfield High School and for the past three years has been a student in The Sargent Normal School of Physical Education at Cambridge, Mass.

5. Mr. Thomas Morse Barger, as Teacher of Physical Science in the University High School at a salary of \$1,500 for 42 weeks. Mr. Barger was graduated from the Illinois State Normal University in 1902, from the University of Illinois in 1907. He has taught in the high school at Mazon three years. For the past six years he has taught physics in the J. Sterling Morton Township High School in Cook County.

6. Miss Agnes Storie, of Lodi, Wis., as training teacher of the Seventh Grade, at a salary of \$1,320 for 42 weeks. Miss Storie is a graduate of the State Normal School at Oshkosh, Wis., and of the University of Wisconsin. She has taught in the public schools of Wisconsin 7 years, of Indianapolis 3 years. For 4 years she served as training teacher of the grammar grades in the State Normal School of Winona, Minn. During the past year she served as teacher of English in the Stephenson Training School at Mariette, Wis.

7. Miss Mary Evangeline Robb, of St. Joseph, Mich., as training teacher in the Fifth Grade at a salary of \$1,320 for 42 weeks. Miss Robb is a graduate of the Provincial Normal School at London, Ontario, and has studied one year in the University of Chicago. She served during the past year as Assistant Supervisor of Practice at Oshkosh, Wis.

No selection of a teacher of art has yet been made. The delay in securing legislative appropriations made it impossible to fit up rooms for a commercial department this year, hence the employment of teachers for this work has been deferred.

#### COURSE OF STUDY

The increase in the number of shop and laboratory courses requiring a double recitation period has made it necessary to lengthen the school day. Accordingly we have adopted an eight-hour day beginning at 8:00 and closing

at 4:30. Thirty minutes are set apart for general exercises. The third "hour" is 50 minutes, all others 45. The noon recess remains 70 minutes. Intermissions are five minutes with ten-minute recesses in the morning and afternoon.

It is recommended that a number of courses be taught for the six weeks beginning April 27, to accommodate teachers of seven months' country schools who wish to spend several weeks in summer study. The usual attendance at the spring term is lower than in fall or winter. It is probable that seventy-five students will come at this date. The added classes for some of the teachers may be balanced by lighter duties early in the term.

The State Normal School at Macomb has established a system of extension classes in various cities of Western Illinois. About four hundred teachers are enrolled. This work is destined to spread to all parts of our State. Some calls have been made upon us for similar service. Mr. Turner is now conducting a Monday afternoon class in Joliet, in Principles and Methods of Teaching, with an enrollment of 45. Mr. Ridgely has a Thursday afternoon class in Geography, in Springfield, with an enrollment of 24. Each course will continue for thirty weeks.

#### THE LEGISLATURE

The Legislature, which was still in session at the time of our June meeting, made all the appropriations requested for this institution except \$8,000 for a text-book library, viz: \$136,493.56 per annum for ordinary expenses; \$187,000 for buildings and special purposes. Governor Dunne vetoed the item carrying \$100,000 for the erection of a Woman's Building.

The bill finally passed makes these sums payable on Auditor's warrants to be issued in payment of salaries and other expenses upon the certificate of the president of the institution and the president or secretary of the State Board of Education. No funds now pass from the State treasury into the hands of your treasurer. The only funds that henceforth can pass into his hands are the moneys collected by the president of the institution from term fees, tuition fees, laboratory fees, and the sale of lunches, supplies, farm produce, and other articles. A considerable portion of these funds must be returned to the president to pay expenses of farm and kitchen and laboratories, and for the contingent and library funds. I believe that under these changed conditions our present mode of handling our funds is needlessly complex. It is recommended that you consider the question, whether a simpler method may not be adopted.

#### BUILDINGS AND GROUNDS

The Thomas Metcalf Building has now been in use for over three months. Pupils and teachers are experiencing all the stimulus that comes from a new and beautiful building. We have found few defects in the plan or in the construction. The late adjournment of the Legislature delayed the making of contract for furnishing until July. The furnishing is still incomplete.

The total cost of the building and equipment to date, including unpaid bills in the hands of the auditor, but not including services rendered by our regular employees, is \$136,163.07. The cost of additional furniture and apparatus still to be paid for is estimated at \$6,500.

Upon the main building has been put a new slate roof; the entire exterior and the corridors and several rooms within have been repainted. A new floor has been laid in the basement corridor and new doors have been provided at the various entrances of the building. Rooms have been fitted up for the board of education, for the dean of women, and for the women of the faculty. The total of these and several minor expenditures is \$5,595.34.

The manual arts building has been painted inside and out; the outside woodwork of the gymnasium building has been repaired and painted. These items have cost \$1,481.00.

The telephone system purchased of the Electric Goods Manufacturing Company, is installed and in successful operation.

## THE GROUNDS

Since your last meeting the grading about the Thomas Metcalf Building has been pushed as rapidly as conditions would admit. The cutting down of the knoll northeast of the building could not safely be undertaken until November because many young trees were to be transplanted. During November we were delayed by frequent rains. The work is still incomplete, and will exhaust the special appropriation.

Walks have been built to the north of the main building, and to the west and south of the Thomas Metcalf Building at a cost of \$705. The walks still to be built along the east side of the grounds and to the north and east of the Thomas Metcalf Building will cost about \$600.

Two new tennis courts were constructed during the summer.

## THE FARM

Plans for the farm house and barn were delivered to us by the State Architect upon September 13. Advertisement for bids was made on September 15. On October 1, at a meeting of the Committee on Buildings and Grounds, the four bids made were all rejected because too high. It was decided to cheapen the construction of the farm house and invite new bids; and to prepare new plans and specifications for a much smaller barn. On October 22 the committee met and received bids as follows for the erection of the farm house:

Frank A. Huffington.....	\$6,960
J. L. Simmons.....	9,200
J. L. Brunings.....	7,450
R. M. Huffington.....	7,100
Bloomington Construction Company.....	7,313

The contract was let to Frank Huffington of Normal for \$6,960. The additional cost of furnace, cistern, sewer and water connections will be about \$370.

The revised plans of the barn are not yet completed.

Farm operations this year have not been highly profitable. Net receipts to date for wheat, oats, and clover have been \$272.37. The half of the farm planted in corn will yield about the same sum.

We have arranged to employ for next year as farm manager, Mr. W. D. Brickey, of Roodhouse, a young married man of high character, with the theoretical and practical knowledge of dairy husbandry and poultry culture that we especially desire.

Inasmuch as his duties are in part to give practical instruction in dairy husbandry and the care of poultry, I recommend that he be appointed instructor in these branches of farm economy, his duties to include the care and management of the farm, at a salary of \$60 per month and a house for the six months beginning March 1, 1914, \$75 per month for the rest of the year, the institution to provide him with a house in addition to this salary.

## THE LIBRARY

Our plans for converting the training school building into a library building were approved by the State Architect and blue prints prepared by him were furnished us on October 19. On October 22 your committee on Buildings and Grounds arranged with Mr. R. M. Huffington to purchase the material and employ the labor to make the necessary repairs and alterations. Mr. Huffington agrees to superintend and direct the work for the actual cost plus 12 per cent commission, he to pay the labor bills and be reimbursed when funds are available in April. A contract for a three-story system of library stacks including mezzanine floors, stairs, and book lifts has been let to the Paltridge Metal Equipment Company for \$3,518.80. It is believed that the entire cost of the work will come within the appropriation, \$12,000, that the work will be completed before the spring vacation.

The vacancies in the library force have been filled by the temporary appointment of Miss Lillian Havenhill, of Jacksonville, former librarian of

Illinois College, and Miss Gertrude Andrews, of Chicago, an employee of the Chicago Public Library, at salaries of \$15 per week. Miss Caroline S. Meyer, of Lebanon, Indiana, and Mr. Dudley Lufkin, of Normal, were employed for five weeks and seven weeks respectively during the fall term at the same salary.

The circulation since June 1, 1913, was as follows:

Circulation	Books	Pictures	Slides	Exhibits	Stereo-graphs
First Summer term.....	3,920	367	97	16	98
Second Summer term.....	1,460	21	50	.....	.....
Fall term.....	10,685	1,304	.....	.....	.....
Total.....	16,065	1,692	147	16	98

Now that the library is open for such long hours the figures of circulation show only a small part of the use that is really made of the books, but it is noticeable that the work done during this first summer term was not up to the usual standard.

#### BOOKS ADDED TO THE LIBRARY

By purchase	Vols.	By purchase	Vols.
Agriculture.....	7	Training school desk books for pupil teachers.....	22
Art, fine and applied.....	14	Vocational education.....	2
Athletics.....	2		281
Biography.....	5	By binding of periodicals.....	141
Chemistry.....	7	Government publications, U. S. and Illinois.....	133
Domestic art.....	2	Gifts of publications from Agricultural Experiment Stations.....	37
General reference.....	32	Gift of missionary library from J. D. Templeton.....	151
Geography.....	15	Gifts, miscellaneous, books turned in from training school, replacement of lost books by students, etc.....	70
German.....	2		813
Grammar and rhetoric.....	4	Total bound volumes.....	1,248
High school reference library.....	6	Pamphlets.....	2,061
History.....	26		
Juvenile.....	13		
Kindergarten.....	2		
Literature and literary criticism.....	25		
Mathematics.....	11		
Pedagogy and psychology.....	35		
Public speaking.....	14		
Sociology.....	14		
Story telling.....	21		

The large quantity of unbound material received from the Agricultural Experiment Stations is now being bound and is not ready to be reported in detail.

The most notable gift is the Missionary Library from Mr. J. D. Templeton. It consists of well chosen books and receives much attention.

The most notable purchase is the Dictionary of National Biography in thirty-five volumes.

The question as to whether the president and secretary of the board should sign any other diplomas than for the regular normal school graduates was, at your last meeting, referred to me for consideration. I beg to report that in my judgment all diplomas issued by the board to graduates of the normal school, Teachers College, and high school should be signed by the officers of the board, but such certificates as are required by the new law for the certification of teachers, and such as are issued to students completing our country school courses should be signed only by officers of the institution.

The following bills have been certified to the Auditor for payment:

#### FROM ORDINARY EXPENSE FUND

Payrolls, extra teachers, first summer term.....	\$4,885 00
extra teachers, second summer term.....	3,240 00
officers and teachers, July.....	6,234 57
officers and teachers, August.....	6,234 59
officers and teachers, September.....	8,086 65
officers and teachers, October.....	8,111 70
officers and teachers, November.....	8,111 65
employees, July.....	1,031 99
employees, August.....	990 43
employees, September.....	1,115 33
employees, October.....	1,232 56
employees, November.....	1,264 58

FROM ORDINARY EXPENSE FUND—*Concluded.*

Illinois State Reformatory, printing, catalogs, etc.....	\$457 45
Pantagraph Printing & Stationery Co., supplies.....	41 83
James S. Courtright, P.M., postage and box rent.....	79 81
Bausch and Lomb Optical Co., microscopes and apparatus.....	429 93
Central Scientific Co., scientific apparatus and supplies.....	132 46
Thomas Sylvester, repairing brickwork in steam plant.....	60 40
Bloomington & Normal Railway and Light Co., electric current, July.....	55 22
Bloomington & Normal Railway and Light Co., electric current, August.....	58 41
Bloomington & Normal Railway and Light Co., electric current, September.....	46 65
Bloomington & Normal Railway and Light Co., electric current, October.....	105 96
Bloomington & Normal Railway and Light Co., electric current, November.....	191 35

## FROM SPECIAL APPROPRIATIONS

Town of Normal, assessment for Main street sewer.....	\$ 360 00
Student labor, grading.....	55 49
Tella Mills, labor grading.....	40 25
A. J. Dodson, hire of horses grading.....	122 65
Davis-Ewing Concrete Co., concrete walks.....	705 00
Holder Hardware Co., new slate roof, main building.....	2,743 90
David P. Warner, painting old building.....	981 00
E. J. Metcalf, new doors and basement floors, main building.....	439 00
A. T. Fagerburg, painting and repairs, main building.....	1,433 28
David P. Warner, refinishing old school desks.....	215 29
Sears, Roebuck and Co., school desks and chairs.....	1,131 65
Sears, Roebuck and Co., tablet arm chairs.....	217 40
George Brand & Sons, furniture for rest room.....	90 21
Illinois State Penitentiary, tables, desks, etc.....	165 00
Kewanee Manufacturing Co., laboratory tables.....	361 80
Thomas Charles Co., kindergarten furniture.....	86 50
American Piano Co., Chickering concert grand.....	400 00
American Piano Co., Haines Bros. upright.....	155 00
Lyon Metallic Manufacturing Co., 200 lockers.....	780 00
Terrells Equipment Co., 20 Domestic Science lockers.....	98 01
Chicago Dryer Co., steam dryer for laundry.....	450 00
Rogers Wall Paper Co., window shades.....	205 00
Spencer Turbine Cleaner Co., balance on contract.....	875 00

## FUNDS IN HANDS OF MR. F. D. MARQUIS, TREASURER

On June 30, 1913, there were three balances in the hands of your treasurer, viz:

Appropriation for painting exterior of main building.....	\$ 600 72
Balance of appropriation for new training school.....	9,566 00
Balance of ordinary expense fund.....	7,056 94

The first of these has since been paid to A. T. Fagerburg, for painting the exterior of the main building.

The second has been paid to J. L. Simmons on his contract.

The third has been expended as follows:

For completing and furnishing the Thomas Metcalf building.....	\$2,420 00
For water, light and fuel.....	248 11
For balance on June salaries.....	25 00
For boiler insurance.....	45 00
For repairs.....	451 76
For supplies.....	354 32
For care of grounds.....	552 75
For contingent, library and household arts funds.....	2,950 00
	<u>\$7,056 94</u>

There has been deposited with the treasurer since July 1:

Tuition and term fees.....	\$4,421 00
Receipts, household arts department.....	1,586 28
Receipts from farm.....	353 34
Receipts from petty sales.....	207 10
Interest on daily balances.....	93 64
	<u>\$6,661 37</u>
From which we have expended for repairs.....	626 32
Leaving a balance on hand of.....	<u>\$6,035 05</u>

My accounts with the Special Funds, viz: Contingent, Library, Household Arts, Farm, have been placed in the hands of the Committee on Auditing and Finance.

Respectfully submitted,

DAVID FELMLEY, *President*

## TREASURER'S REPORT

Mr. F. D. Marquis, Treasurer of the board, made the following report, which, on motion, was referred to the Committee on Auditing and Finance:

*Mr. President and Members of the Board:*

The last statement of your treasurer included June 2, 1913, and showed a balance on hand of \$40,705.43. The receipts have since been as follows, viz:

Term fees .....	\$6,280.00
Petty sales .....	207.10
Domestic Science and Manual Training.....	947.19
Farm receipts .....	353.34
Household Arts .....	639.09
Peoples' Bank, interest.....	84.72
Normal Bank, interest.....	49.14

Total .....\$8,560.58

The disbursement has been \$43,230.94, as shown by sixty-six vouchers which are returned herewith together with a statement of account in detail.

The balance on hand at this time is \$6,035.07.

Respectfully submitted,

F. D. MARQUIS, *Treasurer*

F. D. MARQUIS, TREASURER, IN ACCOUNT WITH THE BOARD OF EDUCATION OF THE STATE OF ILLINOIS

		<i>Dr.</i>		
1913				
June	2	To balance (account rendered).....		\$40,705 43
July	2	Felmley, David, term fees .....	\$1,859 00	
	2	People's Bank, interest for June.....	40 22	
	24	Felmley, David, term fees .....	1,633 50	
	28	Felmley, David, petty sales.....	121 80	
Aug.	1	People's Bank, interest for July .....	26 96	
Sept.	6	Felmley, David, term fees .....	354 00	
	5	People's Bank, interest for August.....	7 67	
Oct.	4	People's Bank, interest for September.....	2 85	
	4	Normal Bank, interest .....	28 98	
	22	Felmley, David, domestic science and manual training departments.....	947 19	
Nov.	4	People's Bank, interest for October.....	3 73	
Dec.	2	People's Bank, interest for November.....	3 29	
	9	Felmley, David—		
		Normal Bank, interest.....	20 16	
		Petty sales.....	85 30	
		Fall term fees.....	2,433 50	
		Farm receipts.....	353 34	
		Household arts receipts.....	639 09	
				8,560 58
				<u>\$49,266 01</u>
Dec.	15	To balance.....		<u>\$6,035 07</u>
		<i>Cr. by Vouchers</i>		
No.				
4286	Lincoln Mining Co.....	\$	879 04	
4288	Spencer Turbine Cleaner Co.....		400 00	
4289	Blair, Frank G.....		6 20	
4290	Sandham, Wm. R.....		19 00	
4291	Brown, J. Stanley.....		33 50	
4292	Stitt, F. B.....		6 20	
4293	Mundell, C. W.....		12 00	
4294	Smith, A. R.....		11 80	
4295	Echols, Silas.....		10 25	
4296	Doolin, Adrian M.....		11 55	

TREASURER'S REPORT—*Concluded*

<i>Cr. by Vouchers</i>			
4297	Amsler, John J. ....	\$ 12 00	
4298	Hoff, Henry. ....	15 00	
4299	Brummerstedt, J. L. ....	9 90	
4300	Hughes, G. W. ....	17 85	
4301	Wall, Wm. P. ....	13 00	
4302	Capen, Charles L. ....	31 50	
4303	Nelson Bros. ....	130 00	
4304	Simmons, J. L. ....	15,000 00	
4305	B. & N. Ry. & Light Co. ....	86 79	
4306	Keiser-Van Leer Co. ....	27 55	
4307	Pantagraph Printing & Stationery Co. ....	122 62	
4308	Fagerburg, A. T. ....	210 00	
4309	Jas. Gray Electric Co. ....	48 00	
4310	Illinois State Penitentiary. ....	200 00	
4311	Illinois State Reformatory. ....	52 75	
4312	Dietz, Conrad. ....	357 40	
4315	Illinois State Penitentiary. ....	32 66	
4316	Sinclair Allen Manufacturing Co. ....	90 00	
4317	Knapp, J. W. Co. ....	110 00	
4318	Felmley, David, June pay roll. ....	7,457 06	
4319	Marss-Tanner Electric Co. ....	417 44	
4320	Simmons, J. L. ....	131 20	
4321	Sylvester, Thos. ....	259 58	
4322	B. & N. Ry. & Light Co. ....	88 34	
4323	Town of Normal. ....	15 00	
4324	Illinois State Reformatory. ....	43 30	
4325	Felmley, David, student labor. ....	389 00	
4326	Felmley, David, contingent fund. ....	1,500 00	
4327	Felmley, David, library fund. ....	1,200 00	
4328	Felmley, David, household science fund. ....	250 00	
4329	Simmons, J. L. ....	9,566 00	
4330	Simmons, J. L. ....	508 50	
4331	Nilson Bros. ....	30 00	
4332	Nilson Bros. ....	47 87	
4333	Newell, A. C. ....	120 30	
4334	Zimmerman, W. C. ....	174 06	
4335	Dibelka, James B. ....	306 53	
4336	Pillsbury, A. L. ....	500 00	
4337	Union Gas & Electric Co. ....	18 95	
4338	Lincoln Mining Co. ....	144 77	
4339	Ross-Johnston Co. ....	212 59	
4340	Warner, David. ....	500 00	
4341	American Laundry Machinery Co. ....	176 40	
4342	Fagerburg, A. T. ....	600 72	
4343	Felmley, David, balance June pay roll. ....	25 00	
4344	Rogers Wall Paper Co. ....	22 00	
4345	H. Capen's Sons. ....	45 00	
4346	Bentley, G. W. ....	72 50	
4347	Rice, W. A. ....	121 25	
4348	Garden City Educational Co. ....	29 88	
4349	Orr & Lockett Hardware Co. ....	171 96	
4350	Michell-Henry Co. ....	40 66	
4351	Bloomington Rug & Carpet Co. ....	25 00	
4352	Messenger & Co. ....	29 02	
4353	Atlas School Supply Co. ....	23 00	
4354	Lansing Co. ....	16 50	
Balance .....			43,230 94
			6,035 07
			49,266 01

President Felmley presented the five following reports: (1) Account with the contingent fund; (2) account with the library fund; (3) account with the household science fund; (4) account with the Normal University farm fund, which were received and, on motion, referred to the Committee on Auditing and Finance.



## ILLINOIS STATE NORMAL UNIVERSITY

DAVID FELMLEY, PRESIDENT, IN ACCOUNT WITH THE CONTINGENT FUND

			RECEIPTS		
1913					
June	4	Balance on hand.....		\$1,551	85
July	21	Contingent order deposited.....		1,500	00
Oct.	6	Order on treasurer.....		5	40
					\$3,057 25
			EXPENDITURES		
Vouchers					
1		H. S. Magill, address young people's societies.....		\$ 25	00
2		Rev. Walter Aitken, baccalaureate address.....		50	00
3		David Felmley, expenses three business trips.....		22	46
4		W. E. Larson, address before Country School Department.....		23	00
5		J. S. Courtwright, postmaster, stamps.....		19	00
6		C. A. Burner, badges, tickets, etc.....		24	50
7		Crit Cooper, janitor service.....		21	60
8		Samuel Valentine, 3 1/2 days' labor ditching.....		10	50
9		Lela Funk, service as stenographer.....		10	00
10		Whitehall Pottery Works, 1 barrel clay.....		3	00
11		A. C. Newell, supplies for Athletic Association.....		4	49
12		Station Store, supplies for athletics.....		2	50
13		E. J. Metcalf, sand for Athletic Association.....		3	25
14		John McLeod, service as janitor.....		3	25
15		Silver, Burdett & Co., 100 song books.....		60	00
16		F. Ward, supplies for departments.....		4	95
17		J. G. Banghart, supplies for handwork.....		6	67
18		McKnight & McKnight, supplies for handwork.....		4	57
19		Buckeye Pottery Co., 1 barrel clay.....		3	75
20		Miss Lee, supplies for kindergarten.....		8	24
21		Hilgreen, Lane & Co., repairs on organ.....		10	10
22		W. D. Alexander Co., plaster and tile.....		20	94
23		Automatic Cleaner Co., exchange price on new cleaner.....		45	00
24		Bausch & Lomb Optical Co., chemical apparatus.....		13	40
25		Pantagraph Print. & Sta. Co., commencement programs.....		30	00
26		W. T. Shortnose, replacing broken glass.....		10	00
27		J. J. Holcomb Manufacturing Co., floor brushes.....		31	00
28		E. J. Johnson, broken slate blackboard.....		7	28
29		A. R. Auten, paid drayage for pageant.....		2	02
30		C. D. Jacobs, 112 Vidette subscriptions.....		79	15
31		Grace Gregg, clerical work.....		4	80
32		Sherman Hunt, plush purchased.....		1	50
33		Lester Schroen, photographs of board members.....		13	00
34		L. Baker, service in office.....		20	00
35		C. A. Burner, roll slips and cards.....		13	50
36		Joseph Baylor, sharpening 2 lawn mowers.....		1	50
37		A. A. Sphung, frogs and crawfish.....		3	00
38		Maire Paint Co., roof preserver.....		14	82
39		J. S. Courtwright, quarterly mailing and box rent.....		7	20
40		Baker Gilliam Co., toilet paper.....		21	50
41		W. A. Schenbley, plumbing.....		16	70
42		H. A. Peterson, supplies for psychology department.....		1	55
43		A. B. Dick Co., mimeograph supplies.....		7	14
44		Meyer & Wenthe, tags, letters and figures.....		14	08
45		Keiser, Van Leer Co., work on horse mower.....		4	20
46		Favor-Ruhl Co., charts for art department.....		4	16
47		McKnight & McKnight, athletic supplies.....		15	78
48		Western Union Telegraph Co., 6 telegrams.....		3	01
49		G. W. Thomas, repair work.....		7	75
50		Orr & Lockett, copper and manual training supplies.....		51	56
51		Keuffel Esser Co., supplies for agricultural department.....		74	24
52		G. H. Coen, supplies for departments.....		13	15
53		B. F. Drahenfeld, pottery supplies.....		6	58
54		R. Hoierman, index advertisement.....		20	00
55		H. Richards, freight and hauling.....		26	77
56		Jos. L. Cohen, 1 dozen waste baskets.....		21	00
57		Bloomington Pressed Brick Co., brick for tennis court.....		21	25
58		Central Union Tele. Co., service May-July.....		13	85
59		W. H. Gilman, photos for country school department.....		6	00
60		W. B. Read & Co., legal cap paper.....		3	00
61		J. S. Courtwright, postmaster, stamps.....		20	00
62		J. Fischer & Bro., music.....		2	50
63		M. Hargitt, service as janitor.....		19	60
64		Goldie Hiles, playing piano.....		15	20
65		J. S. Courtwright, postmaster, geological maps.....		13	00
66		Miss Gullinger, playing piano.....		4	40
67		McKnight & McKnight, 4 dozen class records.....		4	80
68		W. M. Kay, grading 13 1/2 hours.....		2	74
69		L. Baker, services in library.....		17	00

## CONTINGENT FUND—Continued

EXPENDITURES—Continued		
Vouchers		
70	Chemical Rubber Co., tubing.....	\$ 7 63
71	Henry Heil Chemical Co., supplies.....	6 55
72	Central Scientific Co., sup. chem. dept.....	89 32
73	Nesenger Co., hardware.....	31 84
74	W. O. Reed & Co., fish for physiol. dept.....	3 00
75	The China Store, rent of chairs.....	10 00
76	J. B. Adam, rent of chairs.....	10 85
77	Pantagraph Pnt. & Sta. Co., handwork supplies.....	4 30
78	E. J. Metcalf, saws filed, etc.....	6 80
79	John Adams, lecture.....	30 00
80	J. S. Courtright, postmaster, stamps.....	20 00
81	D. Felnley, petty expenses.....	42 55
82	Doty & Caslands, repairing plastering.....	9 50
83	Standard Oil Co., 120 gallons oil.....	9 60
84	Brunswick-Balke-Collender Co., 1 set ten pins.....	3 75
85	Kinlock-Bloom. Tele. Co., service July-October.....	20 20
86	Narragansett Machine Co., locker keys.....	8 94
87	Frank I. Miller, printing programs.....	6 75
88	George M. Gray, curator, sharks' heads.....	3 40
89	W. A. Schnebley, plumbing repairs.....	16 75
90	Mary Clampit, piano playing.....	3 90
91	J. S. Courtright, deposit for quarterly mailing.....	20 00
92	J. S. Courtright, 2,000 stamped envelopes.....	42 72
93	W. M. Niehart, labor on school desks.....	2 00
94	Tighlman Shields, 64 days' labor.....	8 13
95	Pantagraph Print. & Sta. Co., B. and N. Directory.....	5 00
96	Standard Oil Co., 1 barrel oil.....	4 80
97	F. S. Webster Co., typewriter ribbons.....	9 00
98	Model Laundry Co., laundering gymnasium suits.....	14 50
99	Hopkins & Kate, plates for Vidette number.....	16 49
100	E. W. A. Rowles, school-room supplies.....	73 35
101	Guy Carlton, electrical supplies.....	1 90
102	Nesenger & Co., hardware supplies.....	8 70
103	Baker Paper Co., mimeograph paper.....	2 20
104	Meyer & Wenthe, aluminum letters.....	1 35
105	Holder Hardware Co., door check, etc.....	11 50
106	Louvena Baker, service in office.....	16 50
107	J. A. Strong, extra summer school salary.....	25 00
108	I. C. R. R. Co., freight on piano.....	12 00
109	Houghton, Mifflin & Co., readers for training school.....	18 24
110	Guy Carlton, electrical repairs.....	10 80
111	J. F. Riggs Pub. Co., four dozen class records.....	12 00
112	A. B. Dick Co., mimeograph supplies.....	18 50
113	Fred Erdman, tuning pianos 1 year.....	30 00
114	E. H. Sargent & Co., laboratory supplies.....	108 10
115	Sears, Roebuck & Co., liquid slating.....	2 50
116	H. Richards, freight and drayage.....	89 79
117	H. Richards, freight and drayage.....	52 82
118	G. W. Thomas, repairs.....	10 15
119	Sears, Roebuck & Co., balance on liquid slating.....	1 00
120	L. E. Knott Apparatus Co., lenses and holder.....	21 65
121	Central Union Telephone Co., service August to September.....	6 20
122	F. A. Huffington & Sons, repairs.....	7 67
123	M. L. Moore Co., window belt.....	2 00
124	J. F. Humphries & Co., 2 boxes of Ivory soap.....	8 00
125	Atkinson, Mentzer & Co., weaving mats.....	1 60
126	J. W. Brine Co., athletic supplies.....	66 75
127	John Church Co., music.....	9 16
128	United Shoe Machine Co., handwork supplies.....	3 00
129	Thomas Charles Co., supplies for handwork.....	23 90
130	H. Richards, express charges paid.....	34 66
131	F. Gehrt, 7½ days' grading.....	26 25
132	M. J. Holmes, expenses trip to Milwaukee Normal School.....	14 20
133	H. Richards, freight and drayage.....	45 38
134	Mark Downen, labor on grounds.....	3 00
135	Interstate Engraving Co., 3 zinc cuts.....	5 50
136	Fillmore Music House, music.....	1 35
137	Ross-Johnston Co., plumbing repairs.....	8 86
138	B. F. Gravette, cutting sod.....	9 55
139	Taylor Bros. Co., physical laboratory supplies.....	28 25
140	Holder Hardware Co., hardware.....	7 80
141	Lyon & Healy, 2 covers.....	8 17
142	Row Peterson & Co., 2 dozen readers.....	6 91
143	Vaughan Seed Store, bale sphagnum.....	1 50
144	Keuffel & Esser, 1 level repaired.....	1 75
145	Orr & Lockett, 1 dozen screws, etc.....	2 40
146	Jas. A. Brady Foundry Co., 2 barrels sand.....	1 50
147	F. A. Bassetto Co., printing.....	15 00
148	Kinlock Bloom. Tel. Co., service October-December.....	20 30

CONTINGENT FUND—*Concluded*

		EXPENDITURES— <i>Concluded</i>	
Vouchers			
149	E. J. Metcalf, 320 feet rope.....	\$ 9 55	
150	Central Scientific Co., Joly paraffine photo.....	15 00	
151	J. H. Ranney, plastering .....	2 65	
152	A. B. Dick Co., mimeograph supplies.....	13 64	
153	Edward Orton, Jr., pyrometric cones.....	1 00	
154	Miss Lee, picture Madonna.....	6 85	
155	C. C. Birchard & Co., music.....	12 25	
156	Johnson Transfer Co., service.....	12 00	
157	Thomas Lewis Co., handwork supplies.....	5 25	
158	Mildred Ross, kodak pictures .....	1 04	
159	Thomas Charles Co., psychological laboratory.....	3 10	
160	A. A. Sphung, crawfish.....	3 00	
161	Standard Oil Co., oil.....	4 80	
162	O. W. Richardson Co., 2 rugs.....	24 20	
163	J. S. Courtright, stamps.....	10 00	
164	Standard Oil Co., oil.....	7 08	
165	C. Burner, printing.....	12 75	
166	Baker Paper Co., paper towels.....	6 50	
167	Central Union Tele. Co., service October-November.....	6 50	
168	Manufacturing Ice Co., distilled water.....	2 50	
169	Morrison, Plummer & Co., soda ash.....	5 28	
170	F. W. Westhoff, piano box purchased.....	2 50	
171	Louis Dejonge & Co., handwork supplies.....	3 00	
172	Cling-Surface Co., belt filler.....	8 75	
173	Frank S. Betz Co., table and pad.....	10 00	
174	E. J. Metcalf, supplies for departments.....	39 82	
175	H. Richards, freight and drayage.....	45 40	
176	Alta Fishback, clerical work.....	9 60	
177	Robert Thompson, labor as janitor.....	21 00	
178	H. W. Adams, supplies for chemical laboratory.....	24 93	
179	H. J. Clinebell, assistant in laboratory.....	17 75	
180	Edith Neville, loom.....	32 00	
181	J. S. Courtright, postmaster, stamps.....	20 00	
182	H. M. Gallagher, sharpening saws.....	2 75	
183	C. H. Stoelting Co., psychological apparatus.....	14 75	
184	H. A. Peterson, psychological apparatus.....	7 25	
185	David Felmley, petty expenses.....	12 80	
Balance on hand December 17, 1913.....			\$2,895 62
			161 63
			\$3,057 25

An appropriation of \$2,000 is requested for this fund for the next six months.

DAVID FELMLEY

## ILLINOIS STATE NORMAL UNIVERSITY

DAVID FELMLEY, IN ACCOUNT WITH THE LIBRARY FUND

		RECEIPTS	
1913.			
June 4	Balance on hand.....	\$ 323 46	
July 23	Library order deposited.....	1,200 00	
			\$1,523 46
		EXPENDITURES	
Vouchers			
1	A. C. McClurg & Co, books.....	83 88	
2	McKnight & McKnight, periodicals.....	9 25	
3	H. W. Wilson, book index.....	6 00	
4	W. B. Saunders, 1 book.....	94	
5	Gaylord Bros., pamphlet binders.....	2 80	
6	R. Appleton & Co., index. Catholic encyclopedia.....	5 00	
7	American Prison Association, proceedings '12.....	1 50	
8	The Pantagraph, subscription six months.....	2 50	
9	Intercollegiate Press, 1 book.....	1 75	
10	School Board Journal, subscription.....	1 00	
11	Illinois State Reformatory, binding and printing.....	175 75	
12	J. Ireland, 10 copies of index.....	10 00	
13	G. H. Coen, books.....	3 60	

LIBRARY FUND—*Concluded*

EXPENDITURES— <i>Concluded</i>			
Vouchers			
14	Miss Milner, paid for student help.....	\$ 4 55	
15	Reuben Staker, service in library.....	7 35	
16	Guy Buzzard, service in library.....	9 00	
17	Daisy Bostick, service in library.....	12 80	
18	M. C. Welsh, service in library.....	22 70	
19	Edith Griggs, service in library.....	5 10	
20	McKnight & McKnight, magazines.....	113 85	
21	McKnight & McKnight, books.....	8 10	
22	R. R. Bowker Co., American library annual.....	4 00	
23	Associated American Geographers, book.....	3 50	
24	H. Potter, service in library.....	50 00	
25	A. C. McClurg & Co., books.....	26 41	
26	Forest Press, 1 book.....	6 35	
27	M. C. Welsh, service in library.....	16 00	
28	Daisy Bostick, service in library.....	11 80	
29	The Century Co., books.....	19 20	
30	Library of Congress, deposit for cards.....	25 00	
31	American Historical Association, dues 1914.....	3 00	
32	N. Central Association of Colleges and Sec. Schools, fee.....	3 00	
33	A. C. McClurg & Co., books.....	20 80	
34	Mrs. F. H. Robertson, book.....	1 37	
35	Mississippi Valley Historical Association, dues.....	2 00	
36	Parker Holmes, service in library.....	10 80	
37	H. R. Hunting Co., 25 volume dictionary national biography.....	60 00	
38	Harper & Bros., "Tramp Abroad".....	1 10	
39	A. C. McClurg & Co., books.....	52 53	
40	Pantagraph Printing & Stationery Co., postals and supplies.....	14 45	
41	Station Store, books.....	8 68	
42	H. Malkan, dictionary and encyclopedia of names.....	12 00	
43	Harper & Brother, 1 book.....	1 83	
44	The Macmillan Co., 4 books.....	3 90	
45	Longmans Green & Co., 1 book.....	1 00	
46	Library Bureau, 1 oak cabinet.....	65 00	
47	National Municipal League, dues and subscription.....	5 00	
48	Pub. School Publishing Co., School and Home Education..	1 25	
49	A. C. McClurg & Co., books.....	34 15	
50	Illinois State Reformatory, binding.....	224 20	
51	Elliott Madison Co., 1 set books.....	10 00	
52	McKnight & McKnight, books and supplies.....	19 34	
53	William E. Cary, 5 culture bacteria.....	1 75	
54	Daisy Bostick, service in library.....	23 71	
55	William Hemmer, service in library.....	2 25	
56	William Hemmer, service in library.....	33 55	
57	Frances Pond, service in library.....	1 40	
58	H. J. Clinebell, service in library.....	7 40	
59	Library Bureau, books.....	4 26	
60	Helen Smith, service in library.....	11 80	
61	A. C. McClurg & Co., books.....	18 97	
	Balance on-hand December 17, 1913.....		\$1,310 18
			213 28
			\$1,523 46

An appropriation of \$1,400 is asked for this fund for the next six months.

DAVID FELMLEY

## THE ILLINOIS STATE NORMAL UNIVERSITY

DAVID FELMLEY, PRESIDENT IN ACCOUNT WITH THE HOUSEHOLD SCIENCE FUND

RECEIPTS			
1913			
June 4	Balance on hand.....	\$291 94	
June 10	Domestic science receipts deposited.....	60 00	
June 12	Domestic science receipts deposited.....	150 62	
July 23	Household arts order deposited.....	250 00	
July 23	Household arts order deposited.....	86 61	
Sept. 11	Domestic science receipts deposited.....	116 00	
Sept. 15	Domestic science receipts deposited.....	186 65	

HOUSEHOLD SCIENCE FUND—*Concluded*

		RECEIPTS— <i>Concluded</i>		
1913				
Oct. 7	Domestic science receipts deposited.....	\$154 65		
Oct. 10	Handwork fees deposited.....	52 50		
Oct. 18	Lunch receipts deposited.....	108 00		
Nov. 7	Domestic science receipts deposited.....	96 00		
Nov. 13	Domestic science receipts deposited.....	95 00		
Dec. 4	Domestic science receipts deposited.....	46 00		
Dec. 4	Snow systems deposited.....	58 90		
Dec. 4	Lunch receipts deposited.....	55 85		
Dec. 4	Handwork and pottery fees deposited.....	63 80		
Dec. 9	Snow systems, handwork, domestic science receipts.....	115 54		
			\$1,988 06	
		EXPENDITURES		
Vouchers				
1	Model Laundry Co., laundry, May.....	\$ 13 83		
2	W. O. Reed & Son, meat, spring term.....	40 45		
3	C. W. Klemm, supplies, domestic art.....	4 82		
4	Union Gas & Electric Co., gas, May.....	14 25		
5	Union Gas & Electric Co., gas, June.....	15 85		
6	Model Laundry Co., laundry, June.....	12 54		
7	L. J. Snow, 28 systems.....	84 00		
8	F. Ward, groceries, spring.....	173 27		
9	Mrs. Youngblood, laundering linen.....	21 28		
10	Ethel Haynes, domestic art supplies.....	40 45		
11	W. B. Read & Co., wrapping paper.....	2 97		
12	F. Ward, spring term groceries.....	45 17		
13	W. O. Reed & Son, meat, first summer term.....	9 18		
14	Manufactured Ice Co., 3 books.....	24 00		
15	Union Gas & Electric Co., gas, July.....	9 85		
16	Model Laundry Co., laundry, July.....	12 60		
17	W. O. Read & Co., meat second summer term.....	3 64		
18	F. Ward, groceries, second summer term.....	15 74		
19	Model Laundry Co., laundry, August.....	4 99		
20	C. W. Klemm, supplies domestic art department.....	3 80		
21	Union Gas & Electric Co., gas, August.....	7 05		
22	Holder Hardware Co., kitchen utensils.....	4 20		
23	L. J. Snow, supplies domestic art department.....	11 00		
24	Model Laundry Co., laundry, September.....	6 98		
25	The China Store, 1 dozen bowls.....	1 15		
26	Union Gas & Electric Co., gas, September.....	8 60		
27	Union Gas & Electric Co., repairs.....	1 35		
28	F. D. Marquis, moneys received since March 18 to Oct. 7.....	947 19		
29	B. & N. Ry. & Light Co., 1 iron.....	3 00		
30	W. A. Adams, service in domestic science department.....	2 20		
31	Mabel Simpson, service in kitchen.....	10 15		
32	Pantagraph Printing & Stationery Co., printing recipes.....	272 00		
33	Union Gas and Electric Co., gas, October.....	18 00		
34	Model Laundry Co., October laundry.....	19 65		
35	McKnight & McKnight, napkins and printing.....	17 25		
36	Mabel Tredennick and others, dishwashing.....	40 65		
37	Irene Brian, service in kitchen.....	4 60		
38	Union Gas and Electric Co., November gas.....	15 80		
39	Della S. Moore, service in kitchen.....	3 04		
40	F. D. Marquis, domestic art receipts since October 13.....	639 09		
41	Mrs. Crawford, service in kitchen.....	13 60		
			\$2,599 23	
	Deficit, December 17, 1913.....		611 17	
			\$1,988 06	

An appropriation of \$2,000 is asked for this fund for the next six months.

DAVID FELMLEY

## ILLINOIS STATE NORMAL UNIVERSITY

DAVID FELMLEY, PRESIDENT, IN ACCOUNT WITH THE FARM FUND

		RECEIPTS		
1913				
June 4	Balance on hand.....	\$249 11		
Apr. 7	Corn sold by A. Patterson, 1912.....	1 50		
July 21	Wheat sold to August Fissel.....	167 09		

FARM FUND—*Concluded*

		RECEIPTS— <i>Concluded</i>		
1913				
July	21	Wheat sold to Mr. Winchell.....	\$ 3 85	
	30	Oats sold to Humphrey Bros.....	60 75	
Sept.	27	Wheat sold to Sherman Hunt.....	3 85	
	27	Clover sold to Frank Langhoff.....	29 25	
	27	Eight bushels wheat sold to Frank Langhoff.....	6 80	
Oct.	30	Wheat and clover sold G. W. Bentley.....	74 96	
Dec.	5	Rent one-third acre, T. J. Robinson.....	2 88	
	5	Sale of pears.....	2 50	
				\$602 45
		EXPENDITURES		
Vouchers			\$ 2 00	
	1	Ethan Howe, labor on farm.....	15 20	
	2	E. J. Metcalf, sand and cement.....	4 95	
	3	Nesenger & Co., supplies for farm department.....	80 97	
	4	F. Langhoff, labor on farm.....	353 34	
	5	F. D. Marquis, farm receipts since May 1.....		456 46
		Balance on hand December 17, 1913.....		\$145 99
				\$602 45

The appropriation of \$353.34 turned into the treasury from the farm receipts is requested to meet farm expenditures for the next six months.

DAVID FELMLEY

## REPORTS OF STANDING COMMITTEES

## COMMITTEE ON AUDITING AND FINANCE

The Committee on Auditing and Finance presented the following five reports, upon each of which the roll being called and all members present voting in the affirmative, the recommendations in each of them for the expenditure of money were adopted:

*To the Board of Education of the State of Illinois:*

Your committee on auditing and finance, to whom was referred the report of F. D. Marquis, treasurer, with its sixty-six accompanying vouchers and showing balance on hand of \$6,035.07, begs leave to report that it has examined the same, finds it correct, and recommends that it be approved.

W. P. WALL

A. R. SMITH

*Committee on Auditing and Finance*

December 16, 1913.

*To the Board of Education of the State of Illinois:*

Your committee on auditing and finance, to whom was referred the report of David Felmley in account with the contingent fund with its 185 accompanying vouchers and showing balance on hand of \$161.63, begs leave to report that it has examined the same, finds it correct, and recommends that it be approved. It recommends that an appropriation of \$2,000 be appropriated for this fund for the ensuing six months as asked for.

W. P. WALL

A. R. SMITH

*Committee on Auditing and Finance*

December 16, 1913.

*To the Board of Education of the State of Illinois:*

Your committee on auditing and finance, to whom was referred the report of David Felmley, president, in account with the library fund, with its sixty-one accompanying vouchers and showing balance on hand of \$213.28, begs leave to report that it has examined the same, finds it correct, and recommends that it be approved. It recommends an appropriation to this fund of \$1,400 for the next six months, as asked for.

W. P. WALL  
A. R. SMITH

*Committee on Auditing and Finance*

December 16, 1913.

*To the Board of Education of the State of Illinois:*

Your committee on auditing and finance, to whom was referred the report of David Felmley, president, in account with the household science fund, with its forty-one accompanying vouchers and showing deficit of \$611.17, begs leave to report that it has examined the same, finds it correct, and recommends that it be approved. It recommends that an appropriation of \$2,000 be made to this fund for the next six months, as asked for.

W. P. WALL  
A. R. SMITH

*Committee on Auditing and Finance*

December 16, 1913.

*To the Board of Education of the State of Illinois:*

Your committee on auditing and finance, to whom was referred the report of David Felmley, president, in account with the farm fund, with its five accompanying vouchers and showing balance on hand of \$145.99, begs leave to report that it has examined the same, finds it correct, and recommends that it be approved. It recommends an appropriation of \$353.34 to this fund, for the next six months, as asked for.

W. P. WALL  
A. R. SMITH

*Committee on Auditing and Finance*

December 16, 1913.

## COMMITTEE ON BUILDINGS AND GROUNDS

*To the Board of Education of the State of Illinois:*

Your Committee on Buildings and Grounds has nothing to report beyond what is incorporated in the president's report. We heartily approve of what has been done.

F. B. STITT  
G. W. HUGHES  
J. J. AMSLER

*Committee on Building and Grounds*

## COMMITTEE ON COURSE OF INSTRUCTION

*To the Board of Education of the State of Illinois:*

Your Committee on Course of Instruction had an informal meeting this morning and has no report other than hearty concurrence in the president's report, and the recommendation for a late spring term to begin April 27, 1914.

SILAS ECHOLS  
C. W. MUNDELL  
A. R. SMITH

*Committee on Course of Instruction*

This report was adopted.

## COMMITTEE ON TEACHERS AND SALARIES

The Committee on Teachers and Salaries recommended the following report, which was unanimously adopted:

*To the Board of Education of the State of Illinois.*

Your Committee on Teachers and Salaries recommends the following:

1. The confirmation of the appointments of Mr. Herman Henry Schroeder as professor of School Administration, at a salary of \$2,200 for forty-two weeks; Miss Janet Grace Cation as director of Domestic Art, at a salary of \$1,400 for forty-two weeks; Miss Julia Luella Burkhard as assistant teacher of Music, at a salary of \$1,200 for forty-two weeks; Miss Marie Etta Clendenin as assistant in Physical Education for Women, at a salary of \$1,000 for forty-two weeks; Mr. Thomas Morse Barger, as teacher of Physical Science in the University High School, at a salary of \$1,500 for forty-two weeks; Miss Agnes Storie, training teacher Seventh Grade, at a salary of \$1,320 for forty-two weeks; Miss Mary Evangeline Robb, training teacher Fifth Grade, at a salary of \$1,320 for forty-two weeks; Miss Lillian Havenhill as assistant librarian, at a salary of \$15 per week; Miss Gertrude Andrews, as assistant librarian at a salary of \$15 per week. All of the above appointments are for the year ending August 31, 1914.

2. That Mr. W. D. Brickey of Roodhouse be appointed instructor in Dairy Husbandry and farm manager at a salary of \$60 per month, for the six months beginning March 1, 1914; at a salary of \$75 per month for the second six months, the farm house to be furnished for his use in addition to the foregoing salary.

3. That the salary of Irwin A. Madden be made \$2,300 for the current year.

4. That the salary of Miss Flora P. Dodge be increased to \$70 per month.

5. That your Committee on Teachers and Salaries be authorized to employ an instructor in Horticulture and Floriculture, whose duties shall include the care of the school garden, plant house, and grounds, as well as instruction in the existing courses in Horticulture and Floriculture.

6. That the institution offer in the summer term of 1914, the same program of courses as in the year 1913, and that the Committee on Teachers and Salaries be authorized to employ the additional teachers needed.

J. STANLEY BROWN

F. G. BLAIR

*Committee on Teachers and Salaries*

## REPORT OF SPECIAL COMMITTEES

The Special Committee on the Naming of Buildings made the following report:

Your committee, consisting of Messrs. Brown, Blair, and President Felmley, to name buildings, begs leave to report that they consider the use to which the various buildings are put a sufficient designation and that, therefore, the words "Gymnasium," "Library," "Manual Arts," "Metcalf Training School," and "Main Building" are satisfactory.

Report adopted.

## THE SPECIAL COMMITTEE ON LEAVE OF ABSENCE

The Special Committee on Leave of Absence of members of the faculty, consisting of President Felmley and the Committee on Teachers and Salaries, had no definite recommendation to offer. Mr. Blair suggested that the board adopt the rule in vogue in many of the colleges and universities that every seventh year of service should be at the dis-



posals of the teacher for travel or study on half pay, upon the recommendation of the president of the University.

Mr. Kimbrough moved that the same committee be continued and the whole matter be reported upon at the June meeting. Carried.

#### THE SPECIAL COMMITTEE ON SIGNING DIPLOMAS

President Felmley, to whom was referred the matter as to what diplomas should be signed by the president and secretary of the Board of Education, made a report recommending that all normal college and normal school diplomas as well as high school diplomas should be signed by the president and secretary of the board. Upon motion, the board decided hereafter only the diplomas of the normal college and normal school would be signed by the president and secretary of the Board of Education.

#### COMMUNICATIONS

The resignation of Mr. Bruno Nehrling, as gardener, to take effect February 1, 1914, was read, and on motion of Mr. Blair, was unanimously accepted.

#### MOTIONS AND RESOLUTIONS

The following resolution was adopted:

The board, in accepting the resignation of Bruno Nehrling, wish to express their appreciation of the valuable work he has done for the Illinois State Normal University and their regret that he is to leave.

In accordance with the motion of Mr. Blair, the following resolution of appreciation of the long and faithful service of Mr. Sandham as a member of the board was adopted:

Upon the retirement of William R. Sandham as a member of this board we, the members of the State Board of Education, wish to make a permanent record of our appreciation of his long and faithful services. His connection with the institution for thirty years during the period of its greatest development should be a source of great satisfaction to him.

President Capen appointed in place of Mr. Sandham on the various committees, his successor, Mr. Oakes.

Mr. Brown moved the appointment of a committee of three to investigate the plan of construction, organization, and management of dormitories for women students, to report at the June meeting. Unanimously carried.

As such committee President Capen appointed Messrs. Brown, Stitt, and Felmley.

Mr. Brown moved that the Committee on Buildings and Grounds be authorized to make such alterations in the old Library Building as would make it suitable for a commercial department. Unanimously carried.

Mr. Blair moved that the president of the school and the president of the board in conjunction with the State Architect, lay out a plan for the development of the buildings on the grounds of the Illinois State Normal University, or at least including the heating plant and a dormitory, and submit the same at the June meeting. Unanimously carried.

Mr. Blair moved that the Committee on Buildings and Grounds be authorized to build the dairy barn, including one silo; at a cost not to exceed \$8,000. Unanimously carried.

Mr. Echols moved that a new committee be added to the list of standing committees to be called the Agricultural Department Committee. Unanimously carried.

As such committee President Capen appointed Messrs. Hughes, Hoff, Mundell.

Mr. Kimbrough moved that the receipts from the Farm and Domestic Science Department be retained by the president and expended by him as necessary for these departments, and that the expenditures be reported to the board at its next meeting. Unanimously carried.

Mr. Echols moved that the expenses incurred in connection with this board meeting and special meetings of the board be allowed, and that orders be drawn on the treasurer to cover the several amounts. Unanimously carried.

Adjournment was moved. Carried.

CHARLES L. CAPEN, *President*

F. G. BLAIR, *Secretary*